

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, June 22, 2016 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Mary Reak, Ken Neumann, Eugene Wurtz, Shirley Kitchen

Absent: None

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Shirley Kitchen. Motion carried.

Motion was made by Ken Neumann to deviate from the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Eugene Wurtz and seconded by Shirley Kitchen to dispense the reading of the May 25, 2016 and June 9, 2016 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: None

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Ken Neumann to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. A Motion was made by Ken Neumann and seconded by Shirley Kitchen to approve the bills and pay as due. Motion carried.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period June 2016.

| | | | | | | | |
|------------|-------|------------|-------|------------|-------|----------|-------|
| Theresa | 12-11 | Burnett | 12-11 | Iron Ridge | 8-8 | Waupun | 48-43 |
| Ashippun | 12-11 | Lowell | 12-11 | Juneau | 15-15 | Oak Gove | 24-23 |
| Reeseville | 14-12 | Hustisford | 14-14 | Beaver Dam | 17-16 | | |

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 142 + 0 port out

Occupancy report- Reviewed details of occupancy report.

HUD admin fee proration increase to 84%.

Maintenance report- replacing smoke detectors and CO detectors in Lowell, Hustisford and Burnett. Installed hallway vent fan in Theresa. Lowell and Iron Ridge will have water softeners replaced per budget. Gutter replacement in Horicon on building C and D are completed. MPR is scheduled for gutter replacement in Hustisford, Juneau and Iron Ridge. Burnett and Old Ash well tests completed.

Tenant/Program participation report- issued 5 day for tenant smoking in apartment. Meeting with legal aid to be held about denied application. Shared thank you note from tenant pleased with maintenance, cleaning and

management staff. Shared information about veteran tenant honored with a quilt. Sponsored coffee and treats for a small ceremony.

Management- Submitted annual OGLLC tenant files to NEF. A133 auditor will be here week of July 11. Payment of final payment of tenant submitted medical expense.

Old Business: A motion was made by Mary Reak to approve the Dodge 6 3/31/2016 year end report as presented. The motion was seconded by Ken Neumann. Motion carried.

New Business:

- A. D1 3/31/2016 year end- tabled to next meeting
- B. Discussion was held about landscaping the Beaver Dam building. No decision made.
- C. Discussion was held about Community Room Air Conditioners. Will replace on an as needed basis.
- D. A motion was made by Shirley Kitchen to pursue Phase 2 of Horicon Project. The motion was seconded by Eugene Wurtz. Motion carried.
- E. A motion was made by Mary Reak to proceed with Lexington Reality Services market study for Phase 2 in the amount of \$5000. The motion was seconded by Ken Neumann. Motion carried.

The next meeting of the Dodge County Housing Authority is scheduled July 27, 2016 at 8:30am.

A motion was made by Ken Neumann to adjourn. The motion was seconded by Mary Reak Motion carried.

Meeting adjourned at 10:01 a.m.

Glenn Stousland, Chairperson

Donna Braun, Executive Director

DODGE COUNTY HOUSING AUTHORITY

491 East Center Street

Juneau, WI 53039

Office 920-386-2866

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OCCUPANCY REPORT---Rural Development

June 1, 2016

Move-Outs/Move Ins

July 1, 2016

Dodge 1

Theresa 12-11

Ashippun 12-11

Reeseville 14-12

Burnett 12-11

Hustisford 14-14

Lowell 12-11

Iron Ridge 8-8

Juneau 15-15

Beaver Dam 17-16

Total Vacancies 116 -109

Percent Vacancy 6%

M/I

1 M/O death

1 M/O

1 M/I

Theresa 12-11

Ashippun 12-12

Reeseville 14-11

Burnett 12-11

Hustisford 14-13

Lowell 12-12

Iron Ridge 8-8

Juneau 15-15

Beaver Dam 17-16

Total Vacancies 116 - 109

Percent Vacancy 6%

Dodge 6

Waupun 48- 43

Total Vacancies 48-5

Percent Vacancy 10.4%

2 M/I

Waupun 48-45

48 - 3

Percent Vacancy 6.3%

Dodge 8/OGLLC

Oak Grove 24 -23

Percent Vacancy 4.2

Oak Grove 24-23

Percent Vacancy 4.2%

HUD HOUSING CHOICE VOUCHER PROGRAM

June 1, 2016

Total program participants paid by Dodge County 142 + 0 port out = 142 total

July 1, 2016

Less 2 household removed

Less 0 voucher searching

Added 1 Port In absorbed

Added 1 New

Added 0 voucher searching back on program

Program Participants in Dodge County 142

Paying for port out 0

Total program participants we are paying for 142

Current program participants searching 0

Current Vouchers Issued 5

Waiting List / with local preference, and not very low 1616/2020

Prepared - July 11, 2016